

# **FY 2008 REQUEST FOR PROPOSAL**

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## **CAREER & TECHNICAL EDUCATION INTRODUCTION CORE CURRICULUM PROGRAM**

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### **Duration of Program:**

July 1, 2007 to June 30, 2008

### **Availability of Funding:**

Approximately \$1,015,111, which will be disbursed as part of the CTE ongoing allocation consistent with Utah State Board of Education Rule R277-916. Districts will receive a base of \$2,000 or \$4,000 per school for which funds are requested with the remaining funds distributed based on the October 1 enrollment for the previous year for students in grade 7 at those schools.

### **Funding Procedures:**

CTE Introduction District Grant Applications must be submitted on the attached form and must conform to submission deadlines. In order for a district to participate, it must identify schools and CTE Introduction team members that: a) incorporate the entire approved CTE Introduction Core Curriculum program; b) are willing to participate in professional development for the program; and c) will assure compliance with all standards related to the program.

All allocations will be based upon schools meeting and continued compliance with the program standards.

### **Eligible Applicants:**

Utah School Districts and Charter Schools

### **Statement of Purpose:**

The CTE ongoing allocation includes funds for the junior high/middle school CTE Introduction Core Curriculum programs. This CTE Introduction funding will be utilized to maintain state-of-the-art Career and Technical Education Introduction curriculum, purchase equipment and supplies, refine program curriculum, and provide ongoing professional development training for teachers, counselors, work-based learning coordinators and administrators. Funding may not be used for regular personnel costs under the State Board of Education Rule. Program evaluation and monitoring will be conducted to ensure appropriate implementation and continual update and renewal in the schools that receive funding.

## Curriculum Requirements:

DAYS	CTE Intro Required Content	DAYS
30 Days	Orientation/Wrap Up	1-4
	Career Development	19
	Work-based Learning	6+
150 Days	Agriculture	15
	Business	25-33
	Economics	6
	Family & Consumer Sciences	25-33
	Health Care Careers	13
	Information Technology	6
	Marketing	15
	Technology & Engineering	25-33
		180

DAYS	LESSONS	SAMPLE TRIMESTER ROTATION			TOTAL DAYS	SAMPLE QUARTER ROTATION				TOTAL DAYS
30 Days	Orientation/Wrap Up	2	0	2	4	1	0	0	2	3
	Career Development	6	7	6	19	5	5	5	4	19
	Work-based Learning	3	3	2	8	1	2	2	1	6
150 Days	Agriculture	5	5	5	15	3	4	3	5	15
	Business	32	0	0	32	24	0	0	9	33
	Economics	2	2	2	6	2	1	1	2	6
	Family & Consumer Sciences	0	31	0	31	0	26	0	6	32
	Health Science	3	5	5	13	3	2	4	4	13
	Info Tech	2	2	2	6	2	1	2	1	6
	Marketing	5	5	5	15	4	4	4	3	15
	Tech & Engineering	0	0	31	31	0	0	24	8	32
		60	60	60	180	45	45	45	45	180

## Assurances:

Districts submitting a *FY 2008 CTE Introduction District Grant Application* must assure that:

- School administrators demonstrate a commitment to the CTE Introduction program and maintain appropriate scheduling consistent with delivering CTE Introduction as a “Core Curriculum” requirement for all 7<sup>th</sup> grade students.

- School CTE Introduction teachers, counselors and work-based learning coordinators demonstrate a commitment to implement, refine and enhance the curriculum.
- School administrator(s), CTE Introduction teachers, counselors and work-based learning coordinators demonstrate a commitment to participate in training and other activities to provide feedback and expert opinions.
- School administrator(s) CTE Introduction teachers, counselors and work-based learning coordinators continue to work as a team to incorporate all components of CTE Introduction—orientation and wrap up activities, career development activities, all career and technical lessons and appropriate work-based learning experiences.
- School CTE Introduction team members commit to receiving update training on the new standards and objectives to be provided by USOE in June 2007
- School CTE Introduction team members commit to work together to create a coherent CTE Introduction program consistent with the revised standards and objectives for CTE Introduction and provide USOE with budget reports and feedback information as required.

### **Application Procedures:**

District CTE Director must:

- 1) **By Friday, June 1, 2007:** Complete and submit the non-competitive *FY 2007-08 CTE Introduction District Grant Application* form on the following pages (or download from <http://www.schools.utah.gov/ate/App-Report/StatPlan/RFP-TLC-07.doc>). Include CTE Introduction Team Leaders **for each school** for which funds are being requested and the grant amount allocated to each school.

**All applications resulting from this Request for Proposal must be received by 5:00 pm on Friday, June 1, 2007. Send applications to:**

Dr. Marv Johnson, CTE Coordinator  
Utah State Office of Education  
250 East 500 South  
PO Box 144200  
Salt Lake City, UT 84114-4200

### **Application Review:**

Grant applications will be reviewed by a committee established by the State Office of Education. District CTE Directors will be notified of funds awarded for the following school year by December 2007.

**Career and Technical Education Introduction  
Core Curriculum Program  
(Previously TLC)**

**FY 2007-08 CTE INTRODUCTION DISTRICT GRANT APPLICATION**

**(Due: Friday - June 1, 2007)**

**1. Applicant District** \_\_\_\_\_

District Address \_\_\_\_\_

\_\_\_\_\_

**2. District CTE Director** \_\_\_\_\_ Phone \_\_\_\_\_

Address (if different than above) \_\_\_\_\_

\_\_\_\_\_

Email Address \_\_\_\_\_

**3. Information for school(s) receiving 2007-08 CTE Introduction State funding.** (Delete or insert rows as needed.)

#	School Name	Team Leader & Position	Amount Awarded
	Total # of Schools	TOTAL amount distributed to schools	
		Amount NOT distributed to schools	
		TOTAL DISTRICT ALLOCATION	

#### 4. District Assurances

- School administrators demonstrate a commitment to the CTE Introduction program and maintain appropriate scheduling consistent with delivering CTE Intro as a “Core Curriculum” requirement for all 7<sup>th</sup> grade students.
- School CTE Intro teachers, counselors and work-based learning coordinators demonstrate a commitment to implement, refine and enhance the curriculum.
- School administrator(s), CTE Introduction teachers, counselors and work-based learning coordinators demonstrate a commitment to participate in training and other activities to provide feedback and expert opinions.
- School administrator(s) CTE Introduction teachers, counselors and work-based learning coordinators continue to work as a team to incorporate all components of CTE Intro—orientation and wrap up activities, career development activities, all career and technical education lessons and appropriate work-based learning experiences.
- School CTE Introduction team members commit to receiving update training on the revised standards and objectives to be provided by USOE in June 2007.
- School CTE Introduction team members commit to work together to provide a coherent program consistent with the revised standards and objectives for CTE Introduction and provide USOE with budget reports and feedback information as required.

District Name \_\_\_\_\_ District CTE Introduction Grant Allocation \$ \_\_\_\_\_

District CTE Director \_\_\_\_\_  
Signature Date

**All applications must be received by 5:00 pm on Friday, June 1, 2007. Send applications to:**

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Utah State Office of Education  
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